

## GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

**Wednesday, December 10, 2025  
5:00 PM**

### CALL TO ORDER:

Vice-President Richards called the meeting to order at 5:00pm.

### CALL OF ROLL:

Present: Barr, Dobbs, Litchke, Richards, Squadroni, King

Absent: Casteel, Martin, Teigland

Staff present: Amy Dettmer, Library Director

### APPROVAL OF AGENDA:

Mover: Dobbs

Seconder: King

### PUBLIC COMMENT (if anyone wishes to address the Board):

None.

### APPROVAL OF MINUTES:

1. Consider approval of Minutes from the 11-19-2025 Special Meeting.

Mover: Dobbs

Seconder: King

### COMMUNICATIONS:

None.

### FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review library financials and consider approval of Library Bill List.

Result: Approved unanimously by roll call vote.

### CONSENT AGENDA (Roll Call Vote Required):

3. Consider a resolution accepting donations.

Mover: Squadroni

Seconder: Dobbs

Result: Approved unanimously by roll call vote.

#### REGULAR AGENDA:

4. IMLS update.

Library Director Dettmer reported a judge found the dismantling of the Institute for Museum and Library Services illegal and unconstitutional. In Minnesota, funds from IMLS help support the statewide sharing program.

5. Grand Rapids Area Library Fund.

Grand Rapids City Councilor Molly MacGregor reported on the Grand Rapids Area Library Fund held at the Community Foundation.

6. How a Book Gets on the Shelf Presentation.

Children's Librarian Tracy Kampa presented How a Book Gets on the Shelf via PowerPoint.

#### UPDATES:

7. Friends

Holiday Book Boutique sale in November netted about \$950.00.

Foundation

Foundation met in November and will meet again in February. The Foundation continues to approve receipts.

#### STAFF REPORTS:

8. Review library reports and statistics.

Library Director Dettmer reported 31 people attended a Reif Center Nutcracker story time in November.

#### ADJOURNMENT:

Vice-President Richards adjourned the meeting at 6:03pm.

NEXT REGULAR MEETING IS SCHEDULED FOR JANUARY 14, 2026 AT 5:00 PM.

ATTEST: Amy Dettmer, Director of Library Services

**GRAND RAPIDS AREA PUBLIC LIBRARY BILL LIST - DECEMBER 10, 2025**  
**DETAILED REPORT**

**PUBLIC LIBRARY**

ARROWHEAD LIBRARY SYSTEM	00015363-L	42.50
DEMCO INC	7728982-L	54.56
DEMCO INC	7731686-L	827.20
EBSCO SUBSCRIPTION SERVICE	1803840-L	3,847.22
INGRAM LIBRARY SERVICES LLC	91749150-L	23.56
INGRAM LIBRARY SERVICES LLC	91773181-L	23.38
INGRAM LIBRARY SERVICES LLC	91773182-L	16.07
INGRAM LIBRARY SERVICES LLC	91813995-L	155.52
INGRAM LIBRARY SERVICES LLC	91829103-L	24.73
INGRAM LIBRARY SERVICES LLC	91838912-L	50.05
INGRAM LIBRARY SERVICES LLC	91838913-L	16.85
INGRAM LIBRARY SERVICES LLC	91838914-L	9.38
INGRAM LIBRARY SERVICES LLC	91838915-L	35.43
INGRAM LIBRARY SERVICES LLC	91838916-L	18.39
INGRAM LIBRARY SERVICES LLC	91838917-L	11.44
INGRAM LIBRARY SERVICES LLC	91838918-L	444.40
INGRAM LIBRARY SERVICES LLC	91838919-L	14.75
INGRAM LIBRARY SERVICES LLC	91838920-L	20.88
INGRAM LIBRARY SERVICES LLC	91838921-L	66.55
INGRAM LIBRARY SERVICES LLC	91944958-L	25.80
INGRAM LIBRARY SERVICES LLC	92012529-L	25.24
INGRAM LIBRARY SERVICES LLC	92052811-L	107.89
INGRAM LIBRARY SERVICES LLC	92052812-L	16.99
INGRAM LIBRARY SERVICES LLC	92052813-L	17.94
INGRAM LIBRARY SERVICES LLC	92052814-L	19.51
INGRAM LIBRARY SERVICES LLC	92052815-L	17.55
INGRAM LIBRARY SERVICES LLC	92052816-L	12.19
INGRAM LIBRARY SERVICES LLC	92052817-L	9.12
INGRAM LIBRARY SERVICES LLC	92052818-L	51.42
INGRAM LIBRARY SERVICES LLC	92052819-L	10.58
INGRAM LIBRARY SERVICES LLC	92052820-L	24.67
INGRAM LIBRARY SERVICES LLC	92091516-L	26.92
INGRAM LIBRARY SERVICES LLC	92100151-L	26.92
INGRAM LIBRARY SERVICES LLC	92160625-L	17.24
INGRAM LIBRARY SERVICES LLC	92300327-L	12.90
INGRAM LIBRARY SERVICES LLC	92300328-L	41.60
INGRAM LIBRARY SERVICES LLC	92300329-L	12.54
INNOVATIVE OFFICE SOLUTIONS LL	IN4962015-L	303.74
INNOVATIVE OFFICE SOLUTIONS LL	IN4976283-L	61.81
INNOVATIVE OFFICE SOLUTIONS LL	IN4978173-L	20.14
INNOVATIVE OFFICE SOLUTIONS LL	IN4987325-L	317.66
INNOVATIVE OFFICE SOLUTIONS LL	IN4992428-L	21.10
MIDWEST TAPE LLC	507986844-L	26.24
MIDWEST TAPE LLC	508030559-L	417.85
NARDINI FIRE EQUIPMENT CO INC	IVN00360978-L	1,290.75
NARDINI FIRE EQUIPMENT CO INC	IVN00360980-L	128.00
PERSONNEL DYNAMICS LLC	55140-L	255.30
PERSONNEL DYNAMICS LLC	55157-L	561.66
PERSONNEL DYNAMICS LLC	55172-L	306.36
PERSONNEL DYNAMICS LLC	55184-L	485.07
PLAYAWAY PRODUCTS LLC	517636-L	71.24
PLAYAWAY PRODUCTS LLC	517638-L	1,016.98
UNIQUE MANAGEMENT SERVICES INC	6143357-L	93.20
UNIQUE MANAGEMENT SERVICES INC	6144489-L	221.35
VESTIS GROUP, INC	2630489939-L	76.23

**TOTAL ALL INVOICES: \$ 11,854.56**

**GRAND RAPIDS AREA PUBLIC LIBRARY BILL LIST - DECEMBER 10, 2025**  
**DEPARTMENT SUMMARY REPORT**

**PUBLIC LIBRARY**

ARROWHEAD LIBRARY SYSTEM	42.50
DEMCO INC	881.76
EBSCO SUBSCRIPTION SERVICE	3,847.22
INGRAM LIBRARY SERVICES LLC	1,408.40
INNOVATIVE OFFICE SOLUTIONS LL	724.45
MIDWEST TAPE LLC	444.09
NARDINI FIRE EQUIPMENT CO INC	1,418.75
PERSONNEL DYNAMICS LLC	1,608.39
PLAYAWAY PRODUCTS LLC	1,088.22
UNIQUE MANAGEMENT SERVICES INC	314.55
VESTIS GROUP, INC	76.23

**TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 11,854.56**

**CHECKS ISSUED PRIOR APPROVAL**

AMAZON CAPITAL SERVICES	1LJW-1KF7-D9Q4-L	36.98
AMAZON CAPITAL SERVICES	1XFL-4HPJ-3XN7-L	334.25
AT&T	26202001	52.42
FIDELITY SECURITY LIFE	3267128	6.90
FIDELITY SECURITY LIFE	3273637	6.90
GRAND RAPIDS PAYROLL	11/14/2025	19,628.00
GRAND RAPIDS PAYROLL	11/28/2025	20,843.92
JOHNSON, MICHELLE	111925-L	81.74
LINDNER, EMILY	111725-L	175.00
MARCO	567887385-L	165.65
MEDTOX LABORATORIES	082025503826-L	26.38
METROPOLITAN LIFE INSURANCE	TS053963310001/DEC25	80.64
MINNESOTA REVENUE	TAX0525	55.54
MINNESOTA REVENUE	TAX0625	46.47
MINNESOTA REVENUE	TAX0725	56.00
MINNESOTA REVENUE	TAX0825	65.00
MINNESOTA REVENUE	TAX0925	103.00
MINNESOTA REVENUE	TAX1025	66.00
PAUL BUNYAN COMMUNICATIONS	4026700/NOV25-L	249.04
PUC UTILITIES	LIB/OCT25	2,835.61
VISA	9403/OCT25	1,147.50
WASTE MANAGEMENT	0129126-2808-3	145.86

**TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 46,208.80**

**TOTAL: \$ 58,063.36**

RESOLUTION NO. 2025-13  
A RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

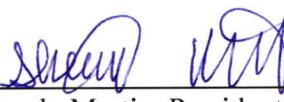
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

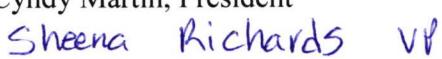
**Grand Rapids Area Library Foundation    \$1,982.20**

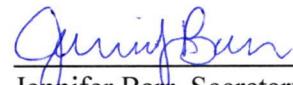
**PEO Chapter FV    \$530.00 (deferred revenue-funds to be used in 2026 to purchase adult fiction and nonfiction titles)**

**PEO Chapter ED    \$1,493.00 (deferred revenue-funds to be used in 2026 to purchase adult fiction and nonfiction titles)**

Adopted this 10<sup>th</sup> day of December 2025

  
\_\_\_\_\_  
Cyndy Martin, President

  
\_\_\_\_\_  
Sheena Richards VP

  
\_\_\_\_\_  
Jennifer Barr, Secretary